

HON. LAURENCE L. LOVE, City Part, Part 62, E-File Part
80 Centre Street, Room 122, New York, NY 10013

Part 62 Clerk: Carlos Brown

Courtroom Telephone: 646-386-3274

Facsimile: 212-952-2810

Law Clerk: Daniel A. Rudolf, Esq., Drudolf@nycourts.gov

Assistant Law Clerk: Michael J. Golia, Esq., Mjgolia@nycourts.gov

Chambers Telephone: 646-386-5596

1. Conferences:

- a. All conferences in matters involving the City of New York where the City is represented by Corporation Counsel (DCM cases) are held at 80 Centre Street, Room 106, New York, NY 10013. For adjournments or other calendar issues involving appearances in DCM, please call 646-386-3683. Stipulations to adjourn the conferences must include a reason for the adjournment and may be sent to the DCM clerk by facsimile to 212-952-2779 or by email to jtmetzger@nycourts.gov.
- b. All conferences in matters involving both the City of New York and the MTA (and related agencies) are held at 80 Centre Street, Room 122, New York, NY 10013. For adjournments or other calendar issues involving appearances in Room 122, please call 646-386-3274. Stipulations to adjourn the conferences must include a reason for the adjournment and may be e-filed.

2. In-camera review of documents: No compliance conference stipulation or order shall direct any party to submit records or other evidence to the Court for an in-camera review without first conferencing the matter with Judge Love's Law Clerk, Daniel Rudolf or Michael Golia.

3. Discovery Motions: No discovery motions shall be filed without first conferencing the matter with the Court.

4. Summary Judgment motions: All summary judgment motions must be made no later than 60 days after filing the Note of Issue.

5. Oral Arguments: Oral arguments on motions will be held on Thursday, commencing at 9:30 a.m. However, not all motions will be scheduled for oral argument. If the Court has not scheduled a motion for oral argument and a party wishes to request oral argument, a letter must be submitted to the Part 62 clerk as well as to all parties on the matter. If upon a review of the request, the Court determines that oral argument is warranted, the parties will be so notified. Motions submitted on default or with no opposition are generally not scheduled for oral argument.

6. Parties appearing on dispositive motions should have settlement authority. A failure to appear with settlement authority may be deemed a default.

7. If a motion has been withdrawn or settled, the parties must e-file a Stipulation and advise the Law Clerk or Assistant Law Clerk immediately.

8. Motions scheduled for oral argument may be adjourned one time from the original argument date, upon consent of all sides without leave of court, upon notice to the Court by the prior Thursday before 4:00 p.m. Parties that seek additional adjournments must seek leave of court.

9. Do NOT send courtesy copies of any motion papers, affirmations or related documents directly to the part or chambers, unless directed to do so.

10. EX PARTE COMMUNICATIONS ARE STRICTLY PROHIBITED. Please do not call or e-mail Justice Love or his staff unless all parties participate in the communication. Additionally, no correspondence should be uploaded to NYSCEF in expectation of being received by chambers if you wish to communicate with chambers or the Part, see the contact information above.